

ABSTRACT SUBMISSION GUIDELINES

IMPORTANT DATES

Call for Abstract Opens: January 26, 2019

Deadline for Submission: March 11, 2019

Notification to Applicants: March 22, 2019

The Toronto-Ottawa Heart Summit and 7th International Ottawa Heart Conference programs will take place on **April 12-13, 2019** at the National Arts Centre, Ottawa.

The 22nd Toronto-Ottawa Heart Summit: **The Heart is the Hub of Health** promises to bring together national and international experts and stakeholders to provide the latest discoveries and innovations in cardiovascular health and professional interactions that help to define the current frontiers in cardiovascular science.

This year's theme for the International Ottawa Heart Conference is **Big Data in Cardiovascular Disease** and will feature an exciting scientific program highlighting the innovative and rapidly evolving field of big data. It is expected that researchers from the faculties of Business, Computer Science, Engineering, and Mathematics will also find this boutique conference invaluable.

The combined program is an accredited opportunity for knowledge exchange for a variety of stakeholders including scientists, clinician investigators, primary care physicians, allied health professionals, trainees. The 2 day event will feature plenary sessions, panel discussions, poster displays and networking opportunities.

The Planning Committee for this combined program is now seeking abstracts for Poster and Rapid-Fire Oral Presentations. Please read this guideline carefully before completing the online submission form, which can be found [here](#).



RAPID FIRE ORAL PRESENTATIONS AND POSTER PRESENTATIONS

You will have the option to identify which presentation format(s) you would like your abstract to be considered. Where multiple presentation formats are selected, Rapid Fire oral presentations will be given priority, followed by poster presentations.

Poster Presentations

Posters will be on display in the Canada Room, National Arts Centre on Saturday, April 13th, 2019 and must remain on display from 8:00 a.m. to 6:00 p.m. Poster presenters are expected to be at their poster during the designated poster judging period allowing conference delegates time to ask questions and to discuss content. Additional technical specifications, including dimensions, will be provided with acceptance letters.

Best Poster Award

The person judged as preparing and delivering the **best poster** will receive an award of recognition.

Posters displayed at the Conference will be judged by the Scientific Review Committee on April 13th, with the best poster selected based on the following criteria:

- Background provides appropriate context
- Purpose/objectives are clearly stated
- Design /methods/analyses are clear and appropriate
- Results and conclusions are sensible
- Clarity of presentation



Rapid Fire Oral Presentations

Rapid Fire Oral Presentations will be presented in the Canada Room on April 13th before lunch. Each presenter will have 2 minutes/2 slides to summarize his/her research followed by three minutes for questions. This format is expected to offer greater exposure to presenters, as well as give attendees a snapshot into the wide variety of research being conducted related to **Cardiovascular Disease** and **Artificial Intelligence / Big Data Science**.

Best Rapid Fire Oral Presentation Award

There will be an award for Best Rapid Fire Oral Presentation. The person judged as preparing and delivering the best Rapid Fire oral presentation will receive an award of recognition. Rapid Fire Oral Presentations will be judged by the Scientific Review Committee, based on the following criteria:

- Background provides appropriate context
- Purpose/objectives are clearly stated
- Design/methods/analyses are clear and appropriate
- Results and conclusions are sensible
- Clarity of presentation
- Presenter stays within allotted time

The recipients will receive their award during the closing remarks on Saturday, April 13, 2019.



Possible Topics and Themes

- Clinical Science
- Basic Science
- Population Health and Behavioural Science
- Policy and Guidelines
- AI / Big Data Science

SUBMISSION GUIDELINES

- Abstracts must be received electronically through the online submission form no later than 11:59 p.m. (EDT), **March 11, 2019**. Paper submissions or faxed abstracts will not be accepted.
- Notifications of acceptance will be sent by **March 22, 2019** via email. Scheduling details and instructions for oral and poster presentations will be communicated soon after.
- Abstracts must be submitted online. A confirmation message will be provided stating the abstract was submitted successfully.
- Abstracts must be written in English.
- There is no fee for submitting abstracts for the Toronto-Ottawa Heart Summit/International Ottawa Heart Conference combined program.
- There is no limit to the number of abstracts an individual may submit.
- Abstracts should be concise and informative and include at least preliminary data. Those stating that results will be presented or discussed may be subject to rejection.
- Submission of an abstract constitutes a commitment by the author(s) as to the integrity of the data and that they agree with the submission.
- The word limit for an Abstract Submission is 400 words. Organize the body of the abstract as follows:
 - **PURPOSE:** A brief statement of the purpose of the study (~75 words)
 - **METHOD(S):** A statement of the method(s) of investigation (~125 words)
 - **RESULTS:** A summary of the results presented in sufficient detail to support conclusions (~125 words)
 - **CONCLUSIONS:** The conclusions reached - it is not acceptable to state "the results will be discussed" (~75 words)
- No graphics (i.e., no tables, no images in the abstract) Use standard abbreviations. Place unusual abbreviations in parenthesis after the full word, the first time it appears. Please keep abbreviated terms to a minimum.
- Use numerals to indicate numbers except to begin sentences.
- Use non-proprietary (generic) names for drugs.
- Symbols can be embedded in the abstract body; however, please note that special characters may not appear or may be lost during transmission.
- The abstract must be submitted in final form and will be published in the format it was submitted. The body of the abstract may be formatted by the applicant in the online submission form.
- Accepted abstracts may be published in the conference program which will be distributed to the conference delegates. Abstract title and list of authors will be made available electronically on www.ottawaheartconference.ca following the conference.
- All accepted poster and rapid fire oral presenters will be required to complete a conflict of interest disclosure form.
- All abstracts submitted must comply with these guidelines to be considered for acceptance.
- Authors are expected to attend the meeting and present their abstract. All presenting authors must register for the meeting and are responsible for their own transportation and accommodations. Please register online [here](#) (you will be directed to the Toronto Ottawa Heart Summit webpage). Registration is NOT complimentary.

EVALUATION CRITERIA

Using a blind review process, the Scientific Review Committee will review the abstracts using the following criteria:

Abstract Scoring Criteria:

- Originality
- Design and Methodology
- Supporting Data
- Impact



For more information, visit: www.ottawaheartconference.ca.

If you have any questions or have any difficulties submitting your abstract, please contact researchconference@ottawaheart.ca or 1-613-696-7000 ext. 19939.